

**Selectmen Meeting
Minutes
August 21, 2019**

Chairman Connolly, Selectman Iacobucci, Selectman Sargent, Selectman Connolly, and Selectman Kerrigan were in attendance. Attendee was Town Administrator Ward. Chairman Connolly opened the meeting at 7:00PM.

Public Comment

Mr. Jeffrey Swann 132 Franklin Street was before the board with a prepared statement regarding a recent article in the Worcester Business Journal. He reviewed he understands the value of liquor licenses and the article outlines another community and how they value limited liquor licenses. Chairman Connolly thanked Mr. Swann for the comments and explained the board has voted to support pursuing additional licenses for the town. Selectman Dziokonski also explained Selectman Kerrigan shared the same article with board members earlier in the week.

Review of Minutes

The board received minutes from July 31, 2019 Selectmen's meeting for review and approval. Selectman Kerrigan made a motion to approve minutes as presented. Selectman Devault seconded the motion. The vote was unanimous.

Joint Meeting School Committee – Vacancy

School Committee members present Chairman Joel Bates, Brendan Bailey, Deb Goodsell and Tena Zapantis. Chairman Connolly explained the appointment will fill the term until the next election. He reviewed the process will allow candidates to introduce themselves and make a statement then he will open up for questions from members of the board. He will take a roll call vote and the majority of the nine votes will be appointed. He thanked all the candidates for applying. He reviewed one out of the three will be appointed, he emphasized the others should not be discouraged. He invited the candidates forward to introduce themselves.

Mr. Matthew Verakas was before the board. He explained he is a 14-year resident and has 2 children within the school system, a freshman and sixth grader. He has worked with the school department in different capacities, he worked on the strategic plan and has volunteered to help with many school programs. His focus would be to work on progress in school development.

Ms. Pam Gaw was before the board. She explained she is a 12-year resident and has one child in the school system. He will be entering his 4th year in the system. She is a

single mom and a Veteran. She would like to add to the community by serving, she is bilingual, fluent in Spanish.

Chairman Connolly opened the discussion to questions or comments from members of the boards. Ms. Zapantis asked based on what you know about the school system, what do you see as the biggest challenge and what would you do to change it?

Ms. Gaw explained she is only familiar with the preschool/kindergarten level and hasn't identified any challenges.

Mr. Verakas reviewed he would identify a challenge as the allocation of resources. The solution would be creative with what is available and identify what the needs are, and how to find it for the kids. Get the best out of what we have.

Selectman Devault reviewed he is supportive of Mr. George Martinez, he worked with him and knows he is an essential participant with the First Robotics team. Mr. Martinez joined the team when it was in dire straits and recruited additional engineers to work with the students. He has a lot of enthusiasm and will be a benefit to the district.

School Committee Chairman Joel Bates thanked the candidates for their interest to serve. He expressed support to Mr. Verakas, he has seen his dedication to improve the schools, and supports continuous improvements, he is thoughtful in his advocacy of moving the school forward.

Ms. Goodsell expressed her support for Ms. Gaw. She explained her addition to the board would be a set of fresh eyes, she is a single mom and can identify the challenges that present to families. She is bilingual which is needed and is a Veteran. She explained she will vote for Pam Gaw.

Chairman Connolly took a "Roll Call Vote":

School Committee Chairman Bates voted Mathew Verakas

Mr. Bailey voted Pamela Gaw

Ms. Zapanits voted Mathew Verakas

Ms. Goodsell voted Pamela Gaw

Selectman Boisoneau voted Mathew Verakas

Selectman Devault voted Mr. Martinez

Chairman Connolly voted Mr. Martinez

Selectman Kerrigan voted Pamela Gaw

Selectman Dziokonski Pamela Gaw

Chairman Connolly explained the votes are 2 for Mr. Martinez, 4 for Ms. Gaw, 3 for Mr. Verakas. He continued with a second "Roll Call Vote"

School Committee Chairman Bates voted Mathew Verakas

Mr. Bailey voted Pamela Gaw

Ms. Zapanits voted Mathew Verakas

Ms. Goodsell voted Pamela Gaw

Selectman Boisoneau voted Mathew Verakas

Selectman Devault voted Mr. Verakas

Selectman Kerrigan voted Pamela Gaw

Selectman Dziokonski voted Pamela Gaw

Chairman Connolly voted Mathew Verakas

Chairman Connolly Congratulated Mr. Verakas. He also acknowledged Superintendent Dr. Meyers. School Chairman Mr. Bates acknowledged Dr. Meyers as well and announced he has been chosen as one of the recipients to Worcester Business Journals honor of "40 under 40". Dr. Meyers thanked Mr. Bates and Mr. Connolly for acknowledgement.

Utility Pole Installation Public Hearing –(Continued) Chace Street

Chairman Connolly opened the hearing, Administrator Ward explained the representatives of National Grid are unable to attend the meeting due to the pending storm. He reviewed they are preparing for storm in the area and have asked to reschedule to next meeting.

Utility Conduit Installation Public Hearing – Bufton Farm Road

Chairman Connolly opened the hearing, Administrator Ward explained the representatives of National Grid are unable to attend the meeting due to the pending storm. He reviewed they are preparing for storm in the area and have asked to reschedule to next meeting.

Common Victuallers License Hearing- 360 High Street

Chairman Connolly opened the hearing inviting applicant forward. Mr. Derek Higbie of 360 High Street was before the board. Chairman Connolly asked Mr. Higbie to explain his business. Mr. Higbie explained he plans to open Beast Mode Nutrition; it will be a store with a nutritional focus. He will offer a lot of healthy drinks and food for living a healthy lifestyle. The offerings will be healthy alternatives to fast food. He will also offer free workouts at different times. He hoping to make a healthy impact on the community. Selectman Devault asked if he will be selling supplements like they sell at GNC. Mr. Higbie explained he will be offering free wellness evaluations. At one time he used to weigh 300 lbs., then he discovered nutritional supplements and started an online business. Working together with his girlfriend Jasmine, they are opening the business. He participated in the recent sidewalk sales and got a great response. He will carry shakes and teas. Chairman Connolly opened the hearing for Public Comment, in favor, there was none, in opposition, there was none. Selectman Dziokonski made a motion to grant the Common Victuallers license to Mr. Derek Higbie d/b/a Beast Mode Nutrition at 360 High Street. Selectman Devault seconded the motion. The vote was unanimous.

Superintendent of Public Works - Chris McGown

Administrator Ward explained Mr. McGown was also scheduled before the Conservation Commission this evening and will stop up once he has finished. He recommended the board continue out of order, he explained he saw the representatives of Castle Rock in the audience. Chairman Connolly explained the board will continue out of agenda order with Community & Economic Development Director.

Community & Economic Development Director Phil Duffy

FY17 CDBG Grant Amendment

Community & Economic Development Director Mr. Duffy was before the board to review an amendment to the FY17 CDBG Grant. He reviewed this amendment would allow an increase to the façade/exterior improvements from \$60 to \$90 thousand program maximum project cost as part of the Downtown Commercial Improvements Program. He explained 2 applications had to withdraw, the consultant recommends the amendment to \$90,000. Chairman Connolly announced this is a public hearing, he opened for questions from the board, there were none. He opened the discussion for Public Comment, there was none. He closed the hearing. Selectman Kerrigan made a motion to approve the amendment to the FY17 CDBG grant as outlined, with the modification of the project maximum award from \$60,000 to \$90,000. Selectman Dziokonski seconded the motion. The vote was unanimous.

FY17 & FY 18 CDBG Project Updates

Mr. Duffy provided the board with an update on the activities for the FY17 grant. He reviewed the grant covered 4 housing units, 10 signs and 4 façade improvements. There is more funding to do more projects. FY18 grant was \$800,000 used for the improvements to Walnut Street, which are underway, also 5 housing units. He recommended the board use \$7500.00 to add an additional street light, \$58,000 is the cost in project for 5 lights. Selectman Kerrigan made a motion to approve up to \$7500.00 be used from the FY18 CDBG for a sixth light to be added to Walnut Street. Selectman Devault seconded the motion. The vote was unanimous.

Goals & Objectives Discussion

Selectman Dziokonski reviewed he presented goals for review and discussion. Chairman Connolly asked board members to forward a list to the board prior to the next meeting.

Administrative Business

One Day Liquor License Olde Home Day

Administrator Ward explained the board received an application from Clinton Olde Home Days to host a One Day Permit for the auditorium and the outdoor service area in

conjunction with an upcoming event to be held on September 6, 2019. Selectman Kerrigan made a motion to approve the request for One Day Permit as presented for September 6, 2019 to be used at Event. Selectman Dziokonski seconded the motion. The vote was unanimous.

Raffle Permit

Chairman Connolly explained the board received a completed raffle permit application from the Clinton Lodge of Elks to host a raffle for support of fundraising events for the organization. Selectman Kerrigan made a motion to approve the request as presented. Selectman Dziokonski seconded the motion. The vote was unanimous.

Old & New Business

Clinton Olde Home Days Logistics

Administrator Ward explained the Olde Home Day Committee is requesting permission for the following items in conjunction with their annual Olde Home Day on Friday, September 6, 2019 – Saturday, September 7, 2019:

- Use of the Town Hall restrooms for both days of their event.
- Use of the Town Hall Auditorium on Friday, September 6, 2019 from 6:00 P.M. – 11:00 P.M.
- Use of the Town Hall Auditorium to host the event on Saturday, September 7, 2019 in case of inclement weather and the event cannot be held outside.
- Permission to close off Walnut Street, Church Street & Union Street for both days of event.
- Permission to make Walnut Street One Way from Church to Prospect Street, to allow for shuttle to run
- Permission to close off Walnut Street parking lot for amusement
- Permission to hang notices in front of parking spaces on Walnut Street, Church Street & Union Street beginning Thursday, September 5, 2019 to notify car owners of the scheduled street closings.

Selectman Kerrigan made a motion to approve the Olde Home Day Committee requests. Selectman Dziokonski seconded the motion. Under Discussion: Selectman Kerrigan asked if this is the same requests as last year. Administrator Ward explained yes, they are the same each year. The vote was unanimous.

Clinton Olde Home Days Cash Advance

Chairman Connolly reviewed the Olde Home Day Committee has requested permission of approval of a petty cash advance in the amount of \$1350.00 to have money for the cash boxes to make change at the beginning of the event. Selectman Kerrigan made a motion to approve the request as presented. Selectman Devault seconded the motion. Under Discussion: The board discussed the amount requested, is it all needed. Administrator Ward explained this is the amount the committee feels is needed; they were told they could ask for more if they started lower. Selectman Dziokonski reviewed the amount requested is \$1350.00. The vote was unanimous.

Castle Rock Street Closings

Chairman Connolly invited the representatives of Castle Rock forward, he asked them to state their names. Mr. Marc Meeks Key Location Manager, Mr. Joseph Stargenski Location Manager, and Mr. Justin Moritt Production Manager of Castle Rock were before the board. Chairman Connolly welcomed them to the town of Clinton, he explained they have become a hot topic in town. He asked for a brief explanation regarding what the current plan is. Mr. Meeks explained they are filming in town and have been over the last two weeks, they met with merchants to gather concerns and information regarding the monetary loss to their businesses. This process is sometimes easy and sometimes not so easy. The level of compensation varies, they have been working with businesses that have been closely impacted, Verizon and the laundry mate. They have also been working with the Ringside Café and merchants adjacent to Depot Square. There are new merchants they have been working with on the recent street closures. There have been some issues with the owner of the Sunoco station, he agreed to an impact fee for August 2nd street closing but the Federal Tax ID number did not match the business. At this time, they are still working with him and are aware of what he is asking for, they have opened the streets to allow traffic during the busy times identified and they have committed to only closing the road to thru traffic three minutes at a time. Mr. Stargenski explained they bring money into the community; the crew utilizes the local services and businesses. Selectman Kerrigan asked when they started filming in the community. Mr. Stargenski explained in March of 2019. Discussion continued regarding the closures, it was explained they will continue but will be intermittent and there is signage out showing businesses remain open. Mr. Stargenski reviewed the final date of filming is scheduled for August 30. Chairman Connolly explained the board has no desire to interrupt the filming but wished it had been discussed at an earlier meeting. The street closure is not up to the film company, the board has heard from many businesses affected. He explained the filming will be done in a week but the businesses will be here, the tax payers to the town aren't benefitting from the activity. He explained he strongly recommends they satisfy the businesses and honor the commitments made. He also recommended contributions be made to the town, there are programs like Olde Home Day and Annual Fire Works event which also require road closures and use of details. This is an inconvenience to the residents, please try to keep it open more then closed. Selectman Devault discussed instituting a formal street closure process and the requirement of a permit. Administrator Ward reviewed at this time there is no Film permit process, the community was approached in the Spring and it was explained it would be two to three days a month, since it changed within the last two weeks. Generally, the board does approve closures but on the short notice they have been working directly with the Police Department. Mr. Meeks continued discussing the upcoming filming and requests for August 28, 29 and 30th. He explained he is aware the 28th is the first day of school and had a meeting with the Superintendent of Schools, a representative from bus company,

Police Department and Administrator Ward. It was a good meeting; the outcome is there will be some detouring and the filming will be restricted to 3-minute shots and will not begin until after school starts. The schedule will be Wednesday at 9:30AM, Thursday at 1:30PM and Friday at 4:00PM. Dr. Meyers explained there were some concerns which were addressed and may be some delays due to the rerouting, but they are in full communication with the bus company. He explained the school department has been renting the parking area at the Middle School and have received over \$40,000.00 in rental fees for the facilities revolving fund. There are challenges but a benefit as well. Selectman Devault reviewed he would like to work on a policy on the towns end, allowing if there is an Emergency request the Town Administrator can make the call. He is excited to work on policy. Selectman Devault made a motion to approve the road closure for the 3-minute intermittent time periods with any changes in the schedule to be reviewed and approved by the Superintendent of Schools, the Police Chief and Town Administrator for August 28, 29 and 30th. Selectman Boisoneau seconded the motion. The vote was unanimous.

Human Resources Director Search Update

Town Administrator Ward explained he has been working with the Superintendent of Schools Dr. Meyer on the search. He outlined the process working with a committee conducting interviews. He explained the top three candidates were chosen. Based on the funding available, the initial candidate stated it wasn't an adequate amount. He has been to the Finance Committee and Personnel Board to review the amount funded. It still wasn't adequate. At this point he will begin pursuing other candidates on the list. Dr. Meyers explained Mr. Ward summarized the process. He explained this is a new position and it would be good to hire a candidate with knowledge, the candidate will be crafting the department and creating policy. Selectman Devault asked if there was a breakdown in communication with the first candidate, has the communication stopped. Administrator Ward explained both parties are still interested but there is a decent margin with the salary, from the authorized available funding. Chairman Connolly asked if there is a possibility to increase the salary based on the experience, talent and ability of the candidate. Administrator Ward reviewed the Personnel Board had approved the beginning start rate then approached they approved an increase on grid but the gap still remains. Chairman Connolly asked if the Personnel Board would consider going to the max on the salary range. Administrator Ward reviewed the Selectmen can express their input to the Personnel Board, they have the authority based on qualifications to make the decision. The board is able to give their opinion. Administrator Ward reviewed he can go to the other candidates that were interviewed. Selectman Devault asked if the salary range is set can the candidate be hired anywhere on the range. Administrator Ward explained the salary range is set to start at step one, with recruitment if a candidate's qualifications are extensive, the Personnel Board can authorize a higher step for starting

salary. Selectman Devault explained he wants the experienced candidate and doesn't want to lose out on a qualified candidate. He recommended the continuation of negotiations with the candidate and the Personnel Board on the salary. Chairman Connolly stated it is within the Personnel Boards authority to authorize a higher salary, the salary being offered not enough. Selectman Devault made a motion to request the Personnel Board reconsider the cap on the salary for the Human Resource Director position, with consideration on the experience and talent of the candidate and it being a new position. Selectman Dziokonski seconded the motion. The vote was unanimous.

Committee Reports

Cable Commission

Selectman Kerrigan reviewed the committee recently had two good meetings. The discussions were regarding negotiations for the cable contract, a job description for a full-time person and ideas on the creation of a brick and mortar studio in addition to the location at the school. A place where people can go. They plan to meet again in 2 weeks.

Marketing & Communications Committee

Selectman Kerrigan explained recently met; they were able to work on setting goals and objectives for the committee for the upcoming year. The Town Moderator serves on committee and they will be reviewing ways to make town meeting more user friendly. They are underway with planning a Fall Town Wide Clean Up Day scheduled for October 5, 2019 from 9AM to Noon, save the date

Superintendent of Public Works

Administrator Ward reviewed he can fill in for the Superintendent.

Construction Services for High Street TIPP

Administrator Ward explained the Superintendent is recommending the contract award to Green International for engineering and design services related to the High Street TIPP project, it was under bid and under state review, the project should move forward this fall. The contract cannot exceed \$23,892.00, the state oversees the construction, if there is something with the design it would go back to the original design firm. TIPP stands for Transportation Improvement Plan Project. Selectman Dziokosnki made a motion to award the design and engineering services contract for the High Street TIPP to Green International in an amount not to exceed \$23892.00. Selectman Kerrigan seconded the motion. The vote was unanimous.

Cost Services Agreement for High Street TIPP

Administrator Ward reviewed Massachusetts Department of Transportation requires the town to be responsible for project cost overruns in excess 10%. He explained based on the design by the town hired engineers, change orders can only be up to 10%. Selectman Kerrigan made a motion to approve the cost service agreement for the High Street TIPP

agreeing to be responsible for project cost overrun in excess of 10%. Selectman Dziokonski seconded the motion the vote was unanimous.

Sterling Street TIPP

He explained the Superintendent has identified the next TIP project to pursue. He is proposing Sterling Street, from the Depot Square intersection to the town line. It would be several years before the work will be completed and the area can be sustained through that timeframe. Selectman Kerrigan made a motion to authorize Superintendent McGown pursue Sterling Street as the next TIPP as presented. Selectman Dziokonski seconded the motion. The vote was unanimous.

2019 Paving Projects

Administrator Ward reviewed the Superintendent explained there are two major road designs in the works, he has identified a list of streets to be paved as well. The proposed list includes Summit Street from Park to Richman, Simmon Court, Nugent Street, and Flagg Street, these roads will be completed this fall. He is in the process of preparing the bid packet to complete the process with the board's approval. Selectman Kerrigan made a motion to approve the proposed paving list as presented. Selectman LeBlanc seconded the motion. Under Discussion: Selectman Devault asked if he should abstain from the vote, because he lives on one of the proposed streets. Chairman Connolly explained no. The vote was unanimous.

Meeting Schedule Review

Chairman Connolly explained the board will return to its bi-weekly meeting schedule beginning on September 4th, & 18, 2019 to follow in October with the 2nd and 16th, and November 6th and 20th.

Side Walk Sales Days

Selectman Dziokonski acknowledged the recent side walk sales event held on High Street under the direction of Discover Clinton. It was a worthwhile event to attend, he found it to be very enjoyable. He was introduced to businesses that are in town he didn't know existed. Great event hopes it continues.

Selectman Kerrigan made a motion to adjourn the meeting at 8:45PM. Selectman Devault seconded the motion. The vote was unanimous.

Meeting Adjourned,

Joyce A. Corbosiero

Executive Assistant Clinton Board of Selectmen & Town Administrator